



## DEPARTMENT OF ECONOMIC SECURITY

*Your Partner For A Stronger Arizona*

### DIVISION OF DEVELOPMENTAL DISABILITIES

## **Sent on Behalf of DES/DDD Healthcare Services- Therapy**

*Please do not reply to this message*

**TRANSMITTAL DATE: June 27, 2018**

**TOPIC:** Required Therapy Quarterly Reports – Dates Due

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### **Target Audience – All Qualified Vendors**

#### REMINDER OF REQUIRED THERAPY DOCUMENTATION

Signed evaluation and quarterly progress reports are indispensable and required in order to make an informed decision for the initiation or the continuance of Therapy service.

As noted in the Division of Developmental Disabilities Provider Policy Manual Chapter 35- Progress Reporting Requirement Quarterly Progress Reports (Non-Habilitation Services), the due dates for submission of quarterly progress reports for Therapies (Occupational Therapy, Physical Therapy, Speech Therapy) are July 15, October 15, January 15, and April 15.

Please submit the reports to the member's assigned Support Coordinator (reports can be submitted electronically).

The specific Division of Developmental Disabilities requirements are available here:

<https://des.az.gov/sites/default/files/35-Progress-Reporting-Requirement-9-15-17.pdf>

***Thank you!***